

## **Minutes of the Board of Public Works Meeting of March 9, 2009**

A regular meeting of the Board of Public Works was held on Monday, March 9, 2009 at 3:30 p.m. at the City of Nashua, Division of Public Works, Administration & Engineering Office, 9 Riverside Street, Nashua, NH 03062.

### Members Present

Mayor Donnalee Lozeau, Chair  
Donald Dyer, Commissioner  
Daniel Gagnon, Commissioner  
Tracy Pappas, Commissioner  
Timothy Lavoie, Vice Chairman

### Also Present

David G. Fredette, Interim Director  
Steve Dookran, City Engineer  
Nick Caggiano, Superintendent, Parks & Recreation  
Tom Dwane, Manager, Parks & Recreation  
Kerry Converse, Interim Superintendent, Solid Waste  
Mario Leclerc, Superintendent, WWTF  
Wayne Husband, Superintendent, Traffic/Parking  
Sally Hyland, Recycling Coordinator, SW  
Linda Gaudette, DPW Business Coordinator  
Jon Lebrun, Deputy City Engineer  
Kathie Berube, BPW/DPW Admin. Assistant III

David Deane, Aldermanic Liaison  
Mike Gilbar, CFO

Chair Lozeau called the meeting to order at 3:35 p.m.

Kathie Berube called the roll.

Commissioner Dyer: Present.  
Commissioner Gagnon: Present.  
Chair Lozeau: Present.  
Commissioner Lavoie: Present.  
Commissioner Pappas: Present.

*I. Motion: To approve the Agenda as presented.*

MOTION: Commissioner Dyer to approve the Agenda as presented.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimous.

*II. Motion: To approve the Minutes of the Board of Public Works Meeting of February 9, 2009, and Special Meetings of February 23<sup>rd</sup> and February 2<sup>nd</sup>.*

MOTION: Commissioner Pappas to approve the Minutes of the Board of Public Works Meeting of February 9, 2009, and Special Meetings of February 23<sup>rd</sup> and February 2<sup>nd</sup>.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimous.

MOTION: Commissioner Dyer to forward a favorable recommendation of R-09-165 to the Board of Aldermen.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimous.

*IV. Solid Waste Department*

*A. Informational: Expanded Recycling Program Update*

Sally Hyland, Recycling Coordinator, Solid Waste Department briefly discussed options pertaining to the expanded recycling program.

Chair Lozeau stated that she wanted to coordinate the recycling program with both of the high schools but requested that the information be discussed in more detail at the next scheduled Board of Public Works meeting.

The Board concurred.

Chair Lozeau stated that the information regarding the Expanded Recycling Program Update will be discussed at the next Board meeting.

*B. Informational: Shady Lane Landfill/New Searles School Parking Lot Project (On file.)*

*V. Administration*

*A. Informational: Thank you letter from David Gregg, 100 Main Street*

MOTION: Chair Lozeau to accept item A and place it on file.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimous.

**C. Discussion:** Overview of Division of Public Works FY10 Operation Budget

A discussion was had regarding the amount of employees that maintain Holman Stadium, graffiti issues and a flash-cam implementation.

Commissioner Pappas stated that she was generally pleased with the overall budget but could not justify three full-time employees at Holman Stadium.

Chair Lozeau requested that Parks Superintendent Caggiano supply the Board with a detailed work maintenance schedule pertaining to the work performed by the Holman Stadium Maintenance Crew.

Commissioner Lavoie requested a scheduled tour of the Holman Stadium to observe the winter maintenance work

MOTION: Commissioner Dyer to cut 2% from all of the departments' bottom line.

SECONDED: Commissioner Pappas.

A discussion was had as to how a 2% cut would affect the Division.

OPPOSED: Commissioner Gagnon.

OPPOSED: Commissioner Lavoie.

OPPOSED: Chair Lozeau.

MOTION DENIED: Majority.

*D. Motion: To approve the Division of Public Works FY10 Operation Budget*

MOTION: Commissioner Gagnon to approve the Division of Public Works FY10 Operation Budget.

SECONDED: Commissioner Lavoie.

OPPOSED: Commissioner Dyer.

OPPOSED: Commissioner Pappas.

MOTION CARRIED: Majority.

#### *VI. Wastewater Treatment Facility*

*A. Motion: To approve User Fee Warrants as presented.*

MOTION: Commissioner Dyer to approve the User Fee Warrants as presented.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimous.

*B. Discussion: Wastewater Fund Rate/Revenue Requirements Analysis*

CFO, Michael Gilbar discussed the Wastewater Fund Analysis and proposed rate increase schedule with the Board.

MOTION: Commissioner Pappas to approve the rate increase recommendations and analysis as completed by the CFO.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimous.

#### *VII. Engineering Department*

*A. Motion: To approve the Residential Wastewater Service Permits and Fees as submitted.*

MOTION: Commissioner Gagnon to approve the Residential Wastewater Service Permits and Fees as submitted.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimous.

*B. Motion: To approve Amendment No. 1 to CLD Consulting Engineers Inc. Design phase services contract for the Manchester Street Bridge Replacement Project in the amount of \$59,256. Funding for this Amendment will be through account 753-53030-0-3713, Engineering Services.*

MOTION: Commissioner Pappas to approve Amendment No. 1 to CLD Consulting Engineers Inc. Design phase services contract for the Manchester Street Bridge Replacement Project in the

amount of \$59,256. Funding for this Amendment will be through account 753-53030-0-3713, Engineering Services.

Deputy City Engineer, Jon Lebrun informed the Board that Merrimack has their portion of the funding for this project.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimous.

*C. Motion: To approve BPR CSO, Inc. to proceed with Phase II of the professional services contract for the Real Time Control (RTC) Feasibility Study with scope of work as amended and remaining fee not to exceed \$20,000. Funding for this contract will be through account 792-53075-3791 Professional Services – Screening & Disinfection Facility.*

MOTION: Commissioner Dyer to approve BPR CSO, Inc. to proceed with Phase II of the professional services contract for the Real Time Control (RTC) Feasibility Study with scope of work as amended and remaining fee not to exceed \$20,000. Funding for this contract will be through account 792-53075-3791 Professional Services – Screening & Disinfection Facility.

SECONDED: Commissioner Gagnon.

A discussion was had regarding the amended scope of work for Phase 2 for the Real Time Control Feasibility Study.

MOTION CARRIED: Unanimous.

*D. Informational: Stormwater Management Program - Update on Drainage Problems List and Stormwater Program*

City Engineer Dookran discussed Tufts Drive.

Chair Lozeau asked that Syracuse be placed on the list.

Engineer Dookran stated that the list includes projects that can be addressed by the City and the ones that are not on the list are the responsibility of the homeowners.

*E. Informational: Results of Re-evaluation Study of CSO Control for CSO 5 and CSO 6 – (On file/no discussion)*

*F. Informational: CSO System Optimization and Improvements - Asbestos Issues at CSO 008 (Broad St.)*

City Engineer discussed asbestos issues located at the site of CSO 008 Broad Street.

#### ***VIII. Interim Director's Report***

Interim Director, Dave Fredette presented and discussed the Director's Report with the Board and highlighted several ongoing divisional projects.

City Engineer Dookran informed the Board that the special committee assigned to the Rt. 101A Project has recently placed conditions on their vote and now the fee is much higher than the States budget of \$30,000.

Chair Lozeau informed the Board that the Broad Street Parkway Technical Committee has decided to advertise for a Project Manager for the Parkway Project and stated that she would like to have

the Board approve the idea in order to move forward. She added that she was not certain if it would be an individual or a company but the Committee was creating a Request for Qualifications to be advertised.

Chair Lozeau asked if there were any objections to hiring a Project Manager for the Broad Street Parkway Project.

Commissioner Lavoie requested that the Board receive a copy of the Request for Qualifications when they are completed.

Chair Lozeau agreed.

There were no objections.

*IX. Commissioners- No comments from the Commissioners*

**MOTION:** Commissioner Gagnon to take off the table the Minutes of the Board of Public Works Meeting of December 8, 2008.

**SECONDED:** Commissioner Dyer.

**MOTION CARRIED:** Unanimous.

**MOTION:** Commissioner Gagnon to approve the Revised Minutes of the Board of Public Works Meeting of December 8, 2008.

**SECONDED:** Commissioner Lavoie.

**MOTION CARRIED:** Unanimous.

**MOTION TO ADJOURN:** Commissioner Dyer at 6:00 p.m.

**SECONDED:** Commissioner Gagnon.

**MOTION CARRIED:** Unanimous.

*Transcribed by  
Kathie Berube,  
DPW/BPW Administrative Assistant III*